

DOD PRINTING REQUISITION/ORDER		CLASSIFICATION <small>(Requisition automatically becomes "UNCL" when detached from classified material)</small>					FOR PLANT USE					
REQUISITION NO		DATE OF REQUEST		REQUESTED DEL'Y		EST COST		(PLANT JOB NUMBER)				
FOR REFERENCE CONSULT								PHONE		SCHEDULED COMPLETION DATE	ESTIMATED COST	
Appropriation and Subhead		Object Class	Bureau Control No	Sub-allot	Authorization Acct'g Act'y	Trans Type		Property Acct'g Act'y	Cost Code	FUNDING AUTHORIZATION		
									BASIC REQN. NO.	AMOUNT		
FORM/PUBLICATION NO AND TITLE <i>(in that order)</i>												
QTY <i>(Specify shts, sets, etc)</i>		PAGES		QTY WILL LAST		JOB TO BE REPRINTED		JOB IS		LAST JOB NO		
				MOS		<input type="checkbox"/> YES <input type="checkbox"/> NO		<input type="checkbox"/> NEW <input type="checkbox"/> REVISED <input type="checkbox"/> A RE-PRINT				
ENCLOSURES <i>(Submit clean, well protected copy)</i>							PROOFS <i>(Specify only if necessary)</i>					
PAGES COPY		NEGA-TIVES		PLATES				<input type="checkbox"/> NOT REQ'D		SEND TO:		
SPECIFICATIONS	FINISHED SIZE		MARGINS <i>(Top)</i>		<i>(Left/Bind)</i>		INK <i>(If not black)</i>		GRADE OF PAPER*		WEIGHT*	COLOR*
	X								1			
	FOLD TO <i>(Size)</i>		PRINT						2			
	X		<input type="checkbox"/> ONE SIDE <input type="checkbox"/> HEAD TO HEAD <input type="checkbox"/> HEAD TO FOOT <input type="checkbox"/> OTHER <i>(SEE COPY ATTACHED)</i>						3			
	ASSEMBLE		WIRE STITCH <i>(Staple)</i>						4			
	<input type="checkbox"/> IN SETS <input type="checkbox"/> PAGE SEQ		Number Stitches: <input type="checkbox"/> UPPER LEFT <input type="checkbox"/> TOP <input type="checkbox"/> OTHER <i>(Specify)</i>						5			
	STANDARD PUNCH <i>(Drill)</i>		OTHER <i>(Number)</i>		<i>(Diameter)</i>		<i>(Ctr to ctr)</i>		<i>(Location)</i>		6	
<input type="checkbox"/> 2-HOLE TOP <input type="checkbox"/> 3-HOLE LEFT										7		
PERFORATE/SCORE		PAD		<i>(Location)</i>		PRONG FASTENERS		*NOTE: Grades and weight of paper will be in accordance with specifications issued by the Congressional Joint Committee on Printing. No deviations permitted unless justified.				
<input type="checkbox"/> SEE COPY		SHTS SETS		<input type="checkbox"/> TOP <input type="checkbox"/> LEFT		<input type="checkbox"/> YES <input type="checkbox"/> NO						
COMPOSING/PROCESSING <i>(Prepare/alter copy, fotolist; offset; etc)</i>							WRAP <i>(No per pkg)</i>		DISPOSITION OF		H-HOLD D-DESTROY R-RETURN	
									NEGS _____ ORIG _____			
FILL IN BELOW TO USE CREDIT CARD FOR PAYMENT: <input type="checkbox"/> VISA <input type="checkbox"/> MASTERCARD							SPECIAL INSTRUCTIONS/REMARKS					
ACCT# _____							SERIAL NUMBERING, REGISTRATION, ETC					
CARDHOLDER NAME: _____												
EXP DATE: _____ NOT TO EXCEED DOLLAR AMOUNT \$ _____												
CARDHOLDER SIGNATURE _____												
*FILL IN APPROPRIATE BLOCKS FOR FUNDING BY APPROPRIATIONS OR CREDIT CARD LEAVE FUNDING BLANK IF AN OPEN ACCOUNT HAS ALREADY BEEN ESTABLISHED WITH DAPS.												
ORDERING OFFICE <i>(If other than delivery address)</i>							DELIVER TO <i>(Complete address)</i>					
LIAISON OFFICE APPROVAL <i>(Signature and date)</i>												
APPROVING OFFICE <i>(Signature and date)</i>												
SEND CONFIRMATION/BILLING COPY TO <i>(Insert complete mailing address)</i>							DISTRIBUTION REQUIRED					
<div style="display: flex; justify-content: space-between;"> <div>┌</div> <div>└</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 100px;"> <div>└</div> <div>┐</div> </div>							<input type="checkbox"/> LIST / <input type="checkbox"/> LABELS ATTACHED					
							WILL PICK UP _____ PLEASE NOTIFY: <i>(Ext)</i>					
							<input type="checkbox"/> HOLD					
							MATERIAL RECEIVED <i>(Signature and date)</i>					